

Required Information for all Mode of Transportation

date: 02/2014

	No of pieces / Quantity	Borderpoint of entry	Descript.of Goods with harmonized customs code	Supplier's name / manufacturer's name	Supplier's / Manufacturer's country of origin	Contract number	Gross weight	Dimensions	Full consignee's details	Contract notify details	Price per Unit
PO / Contract	✓	✓	✓	✓	✓				✓		
Packing list	✓		✓		✓	✓	✓	✓	✓	✓	
Commercial invoice	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓
Certificate of Origin	✓	✓	✓		✓	✓	✓	✓	✓	✓	
Duty & Tax Exemption Letter	✓	✓	✓		✓	✓			✓	✓	
Certificate of Conformity	✓	✓	✓	✓	✓	✓			✓	✓	✓
Import license	✓	✓	✓		✓	✓			✓	✓	✓
Bill of lading	✓	✓	✓			✓	✓	✓	✓	✓	
Air waybill	✓	✓	✓			✓	✓	✓	✓	✓	
Shipping manifest	✓	✓	✓			✓	✓	✓	✓	✓	

Each of the above listed documents must state the purchase order number!

Invoices and Certificates of origin need the embassy legalisation!